

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



**RFP**  
**COMPLIANCE MONITORING CONSULTING SERVICES**

**Solicitation No: DCAM-18-NC-0018**

**Addendum No. 3**

**Issued: January 2, 2018**

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This Addendum No. 3 is issued and hereby published on the DGS website on **January 2, 2018**. Except as modified hereby, the Request for Proposals (“RFP”) remains unmodified.

**Item #1**      Section B.6

Delete:

During the course of this contract, the Contractor(s) may be required to perform additional work. That work will be within the general scope of the initial contract. When additional work is required, the Contracting Officer will provide the Contractor(s) a written description of the additional work and request the Contractor(s) to submit a firm time schedule for accomplishing the additional work and a firm price for the additional work. Cost and pricing data must be provided to justify the cost of such amendments. Following each of these amendments, a new Notice to Proceed (NTP) will be issued which replaces the previous NTP and reflects the increased level of work and compensation.

**B.6.1** As the need arises; the Department will issue a Task Order to the Contractor holding an IDIQ Contract whose offer is most advantageous to the Department. The Department will select the Contractor to be awarded each Task Order primarily based on price but the Department reserves the right to consider non-price factors when making such decisions. Each Task Order request shall specify:

- (a) The specific services required;
- (b) A delivery date; and
- (c) Such other information as the Department may reasonable request.

Replace with:

All work under the resulting IDIQ contracts will be awarded by Task Order, and in no instance shall a Contractor be entitled to compensation for work that was performed without a Task Order. It is contemplated that Task Orders will be issued on a rotation basis.

**Item #2 Section M.3**

Delete: Quantities to be awarded will be determined at the time each option is exercised.

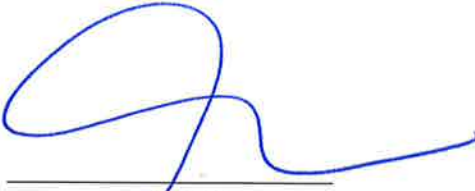
Replace with: Quantities to be awarded will be determined through the Task Order process described in Section B.6.

**Item #3 Page 5 of Attachment J.5:**

Delete: "Department of Small and Local Business Development Contract Compliance Division Subcontract Summary Form".

**Item #4 Responses to Questions**

Refer to Exhibit 1 to this Addendum.

By:   
George G. Lewis  
Contracts & Procurement Associate Director  
Chief Contracting Officer

Date: 

- End of Addendum No. 3 -

## **Exhibit 1**

**EXHIBIT 1**

	QUESTION	DEPARTMENT RESPONSE
1	Once the IDIQ has been awarded, how will task order awards within each of the four groups be decided? Will it be on a rotating basis (e.g., Company A receives the first Task Order and Company B receives the second, etc. OR will the companies within the group have to compete to win any given task order?)	How the task orders will be distributed is contingent upon the number of contracts awarded and the number of vendors. Ideally, the Department would like to be rotate the task orders amongst a pool of vendors.
2	Can you provide the estimated total cost of construction related to the compliance monitoring to be performed (if possible)?	The Department's construction projects ranges in value; they can be valued at approximaately \$250,000 and greater.
3	Does the Government seek levels of compliance with laws or regulations at the contractor, project, or agency level or does the Government seek an auditing of violations of such laws or regulations? We believe that, broadly speaking, this is not an auditing requirement; rather, it is a legal services and regulatory compliance requirement, which is broken down in the following sub-requirements: a. It appears that the Government does not have sufficient information or data to conduct sufficient oversight. Accordingly, we believe that one requirement is to assess all data currently available across all collecting agencies. Once we know the data that is available, the Government requires it to be packaged in a manner that makes sense for decision makers to act and define next steps. b. It appears that the Government needs Standard Operating Procedures that can be promulgated to all oversight agencies to allow them to collect "clean" data that provides an instant understanding of where they stand. The data collectors acting under this SOP would be contractor support who would enable Government supervisors/officials to make compliance decisions. c. With a and b in-place, an independent auditor would evaluate the effectiveness of the processes described above. This is maybe an auditing function; however, our consulting approach always includes independent assessments of our performance for Quality Assurance purposes.	For the purpose of this solicitation, the Department seeks <i>compliance</i> with laws and/or regulations at the prime contractor/project level.
4	Is there specific format for the required affidavit for Clause 13 in the list of RFP attachments	If the reference is to Attachment J.13, the Credential Identification Form is the page just before Section K, within the RFP package. Also see Department's response to Question 5.

**EXHIBIT 1**

	QUESTION	DEPARTMENT RESPONSE
5	<p>In Section II part I on page 4 of 6 of that document 1.2 and 1.3 there is reference to providing an affidavit for Clause 13: District Employees Not to Benefit. We were able to find Article 13: Gratuities &amp; District Employees Not to Benefit. Are Clause 13 and Article 13 the same affidavit? Please advise.</p>	<p>The reference to Clause 13 stated on the Bidder/Offeror Certification Form is referring to Article 13 of the Standard Contract Provisions (Attachment J.3); they are the same. Bidders/Offerors are to submit affidavits (in a form of their choice) which address Section II, Part 1, sub-section 1.3, if applicable, by affirming the following, under penalty of perjury, for each person or District Employee listed under sub-section 1.3:</p> <p>“the bidder/offeror represents and affirms that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services under the subject contract. And, the bidder/offer affirms not to employ any person having such known interests in the performance of the contract.”</p>
6	<p>The Subcontract Summary Form (Page 95 of 138) in the RFP ask for a “CCB” number. Should that be “CBE” number?</p>	<p>See Item #3 of Addendum 3</p>
7	<p>Which address does DGS seek hard copies delivered to?</p>	<p>Department of General Services, Contracts &amp; Procurement Division, Attn: George G. Lewis, CPPO, Frank D. Reeves Center, 2000 14th Street, NW, 8th Floor, Washington, DC 20009.</p>